

## SEAFORTH PAC GENERAL MEETING

**November 13, 2013**

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In Attendance: Cheryl Healey, Jen Mezei, Sandra Mankoo, Rhylin Bailie, Hark Sandhu, Jennifer Duinkerke, Annie Hobson, Siva Ramesh, Kirsten Graham, Corinne, Cynthia Ghanason, Lisa Buysse, Sharon Sami, Patricia Fula, Wendell Hiltz

Note: ~ 1 additional, non-executive member attended

Regrets: Lee Erin Lougheed, Anne Marie Shamaus

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*Meeting called to order at 7:03 pm*

### **PAC Business**

- Minutes from October meeting
- Two changes to minutes – misspelled name, and also the donations from last year went to the computer upgrades, not to the playground
- Rhylin motion to approve with those changes made, Sandra Mankoo second

### **Report from Chairperson**

- Many events coming up in November and December
- Scholastic Book Fair Nov 19-21, both English and French books, funds raised go to school library
- Teachers and parents working together to organize Jingle Bell Walk, Dec 13 this year, students collect donations for the Food Bank at the school and in the neighborhood
- Santa's Breakfast on Dec 20 this year
- Dal Sidhu is organizing it and Jen Mezei is helping her
  - There's still a "two year max" rule as the coordinator, but nobody else stepped forward to organize so Jen is staying on to help Dal
- Lots of activities around the school, including Road to Santa Cup and caroling
- Clarification to donation request letter
  - Redirecting funds to the classroom is not taking away funds from playground committee fundraising, still pursuing that aggressively
  - Fence project is also taking place
  - PAC last year earmarked \$12/child to go to the classrooms
  - Purpose of the donation request letter is to try to raise more \$ that we can increase classroom funding
  - Classrooms will get a minimum of \$12/child, but if we are successful in raising more than \$12/child the classrooms will get more
  - Then the \$6,000 in surplus funds from last year can go back into the general operating budget

[illegible]

Our Great Pumpkin Assembly and Walk were very well attended by parents and our student performers did a fantastic job. Thanks to all the teachers involved for helping our students get ready for the performance. This is always a very popular assembly with our parents and we were glad to see so many in attendance. I think that Michael Jackson will live on at Seaforth for many years to come!!

Thanks to all who participated in the Seaforth Spook. From what I understand, everyone had a wonderful time. Thanks to our parent volunteers for organizing the event as well. The poster on the PAC bulletin board shows that everyone had a wonderful time.

Photo re-takes were held today. This will allow for orders to be processed and returned in time for Christmas. Photo orders were due into the office yesterday from the first photo session.

Again, a reminder to make sure you are checking the Calendar posted on the website for updated information about what is happening at the School. We have also posted information about the PAC Donation Program on the Home Page as well. Parents can donate on line to avoid having to send cash/cheques to school. Thanks you to everyone who has already made a donation to the school.

We held our annual Remembrance Day Ceremony/Assembly last week. I think everyone in attendance were very moved by the ceremony and the performances by our students. Our student Emcees did a wonderful job - Sameer Esmail, Raziq Kanani, Carolyn Chen, Elizabeth Hui and Jenna Picillo. We are especially thankful to our piper, Alexandra Devitt for adding that special touch to the ceremony. The grandparents who were honored was also a very nice addition. Quite a lovely and moving ceremony.

Our Safety Patrol is going well. Thanks to parents for paying attention and slowing down and respecting the STOP signs of our Safety Patrollers. We could still use more parent volunteers. Please let myself or Cynthia Ghanason know if you are able to help. If we do not have a parent volunteer for a particular shift, we do not put out student monitors out to patrol the crosswalk.

Parents please remember that the Drop Off and Pick Up Zone in front of the school is just that. It is NOT for parking. You should just be there for 30 seconds or less to drop off or pick up your children. Sitting and waiting in this area backs up traffic and creates problems further up Piper and for the Safety Patrol Monitors on the cross walk as well. Please do not sit and park in this area. There are 'No Parking' signs posted. This includes sitting in your vehicle waiting for your children. Please, we need everyone's cooperation with this. Thank You!

#### Upcoming Events:

- Scholastic Book Fair – November 19 – 21
- Professional Development Day – NO SCHOOL – November 22
- Santa Cup – December 2 – 6
- Jingle Bell Flyer Distribution – December 11
- Jingle Bell Walk – December 13
- Report Cards Issued – December 13
- Ice Skating – Grades 4 – 7 – December 17
- Christmas Sing-along – Dec 17 or 18, more info to come
- Santa Breakfast – December 20
- Christmas Break – December 23 – January 3

- School Re-opens – Monday, January 6, 2014

#### **Treasurer's report**

- \$23,358 in General Account
- \$18,123 in Gaming Account
- Got the gaming grant (\$9,760), wrote a cheque to the school on Nov 1 for \$2,700
- Gaming money can only be used for non-curricular activities and has to be used within three years
- Last year we spent \$9,519 out of gaming, our budget is always more than we receive but we're one year behind in spending the funds
- PAC workshops coming up, will get a list of what we can and cannot spend the gaming \$ on
- Hot lunch proceeds \$18,132.92 will be transferred to General Account tonight
- Boston Pizza fundraiser raised \$298 from the 50/50 and the raffle, for the rest of the year Boston Pizza will donate 10% of the bill to Seaforth if the family tells their server that we're participating in the Boston Pizza fundraiser. We get the \$ monthly
- Donations: \$2510 so far in cheques, more came in today, no balance yet regarding online donations
- There are three gaming reports that haven't been filed
  - Pub night, family social 2012-2013, family social 2010-2011
  - Every time we get a gaming license to hold a raffle or 50/50, we have to a) deposit the funds into the gaming account and b) file a summary report
  - If we don't do these things, we are at risk of losing our gaming license
  - Need better documentation around this, perhaps only the Treasurers or Chair should apply for the process the licenses, to ensure everything is done properly
  - Hark is working to rectify this problem

#### **CPF**

- Organizing a French Immersion Kindergarten meet and greet in late Nov or early Dec
- There is a full class and a split, so nice for the parents and kids to meet each other, also generate interest in CPF membership
- Teachers support the idea, wondering if they should be there
- On Nov 19 it's French parent survival night at Inman School, 43 RSVPs but there's room for more
- There's a CPF section on the Seaforth website – anything to update? It's fairly dated
- Intake next year will be back to one full kindergarten class, and then we're full. We don't have room to sustain 1.5 French K classes
- There were quite a few new grade one students that came into the school this year
  - Our two 1-2 classes last year were under-enrolled, so that gave us the room to take in more students this year
  - Trying to maintain class sizes so when they go from primary to intermediate, we still have enough students for a full class

#### **Crosswalk**

- Schedule done up to end of 2013, haven't done Jan to June yet
- We have lots of student volunteers
- Don't have enough parent volunteers, if there are no parents then we can't send the kids out, so there's no crosswalk for that day

- **Need parent volunteers for alternate Tuesday mornings, Wednesday afternoons and all day Friday (morning and afternoon shift)**
- No training required, super easy, short shift
- Could even take “emergency volunteers” to fill in when someone has to cancel

### **Playground Committee**

- Finally met with the district, they’ve appointed a new person which was part of the holdup last year. He’s just been thrown into the job, still looking at what is possible within the school grounds
- Sport Court option
  - One of his concerns with the sport court concept that the teachers desperately need more parking, so he has to accommodate that
  - The school and the district are concerned about vandalism, want to be assured that the proposed sport court isn’t going to be in need of constant repair or attracting nuisance to the school
  - Sight lines and safety, supervision during school hours is also a concern
  - Gathering the information, conscious and sensitive to the fact that this is new, don’t have lots of info, trying to look at similar projects in other communities and providing that information to the district so that we can help to mitigate those concerns
  - The concept is with the district, we’ve been in contact with city of Burnaby, could apply for funding through their school outreach program
  - Have been encouraged to go to parks commission to seek additional fundraising
  - Waiting for approval on sport court concept, then we’ll move forward with consultation with the school community regarding ideas for the general playground. No point in consulting regarding the sport court if the district says no
- General playground updates
  - Because it’s several years out, this year we’re still focused on concept approval and design, so our fundraising cycle isn’t realistically going to kick in until next year in terms of grant applications, etc., because you can’t apply until you have an approved concept. But we’ll start fundraising within the school this year.
  - Q: Can we separate the sports court from the playground, since the sports court is theoretical but we know that we want to replace the playground? A: Yes, that is happening. We’re still working on the concept design for the playground, but went to district first because it’s more cost effective to install it in one shot than in three phases
  - Whatever is being replaced needs to be removed as a group, and then you can replace it in phases but that means that you’d have a smaller playground until all of the phases are done
  - Probably need to do all the fundraising, buy the equipment, and then get on the waitlist for installation – might be a year or two to wait – but we’re still looking into that. Might not take as long as we think because there’s been a backlog but they’ve mostly cleared that up
  - Want to make sure that we provide people with an accurate timeline to manage expectations
  - Surface of the playground also needs to be replaced. Pea gravel is safe and acceptable but not considered ideal, usually use engineered wood fibre now. We asked them to change it but they said no until we actually do an installation, because that would use up their entire grounds budget for the year

- We have been reassured that the pea gravel is safe and is inspected monthly
- Need to fundraise for the playground because it will need to eventually be replaced, approx. \$60,000
- Grants need to be spent within one year, so can't apply yet
- In some districts the PAC also has to pay for installation, which can be as much as \$40,000, so we're lucky that the district covers that
- Also can't apply for the grant because next year's installation slate is already full, so even if somebody wrote us a \$100,000 cheque we wouldn't be able to install it. They only do a few installations each year and they already have three sitting in storage
- Purpose of the committee is to do the research and present it to the PAC. The committee has a plan and has goals, and everybody will be involved in the consultation process as things progress
- The playground is not being condemned, it's not in imminent danger of removed.

#### **Stream of Dreams Fence Project**

- ESL teacher Sandy Jones has investigated with Stream of Dreams people and they have proposed three options for dates, once the school picks one, we'll know when we're going to go ahead
- Definitely happening this year
- Will require parent volunteers
- It's going to be a larger project than what Stream Of Dreams normally does
  - Using paper templates for the younger students to practice colouring, so the kids have had some practice and it will look nicer on the wooden fish.
- Will use buddy classes. Every child will have a fish, but the older kids will help them

#### **Hot Lunch**

- Gross proceeds of \$18,132.92 for first term
- Delivery with grade 6 kids going well

#### **Jingle Bell Walk**

- Looking for donations of hot chocolate and cookies. In the past two years Tim Horton's has sponsored us but they're not doing it this year
- Did increase the line item in the budget, so we've got the \$ as a back-up plan, but we're soliciting donations to see if we can get them and then we can use that \$400 for something else
- Looking at options for making and serving hot chocolate
- Need parent volunteers to drive

#### **Burnaby Christmas Bureau Angel Project**

- Discussed at Exec Committee, looking at possibility of having an angel tree this year
- Burnaby Xmas Bureau send us cards with a child's age and sex and we can put a tree in the foyer and put cards on it, have an adult take the card home and you sponsor that child
- You're asked to bring an unwrapped gift with the card back to the school by a certain date

#### **DPAC**

- New curriculum draft for K-9
- Nov 27 at 7pm, presentation at Burnaby Central on Exploring the K-9 Curriculum

**Seaforth Scholarship**

- PAC is sponsoring a \$500 scholarship to a Seaforth alumni
- Looking into what the parameters will be to qualify
- Burnaby Mountain and Cariboo are both eligible
- Each school has their own scholarship committee and they submit eligible students

**Spirit Day**

- April 25
- Going with a multicultural theme

**Carnival**

- Need a coordinator

**Peer Mediator program**

- Going well, had training in October
- 30 students participating this year – fully enrolled
- Ms Mollica and Mr. Hiltz coordinating again

*Meeting adjourned at 8:06pm*